



# ENVIRONMENTAL HEALTH NEWSLETTER

## October, November, and December 2022

**\*\*\*\*\*IMPORTANT RENEWAL NOTICE\*\*\*\*\***

Renewal invoices will be mailed by November 10<sup>th</sup>; please keep an eye out for your statement.





### REVIEW INVOICE:



- Is the spelling of the Facility Name, Owner, Street Name and Email Address correct?
- Are all contact numbers current?



If the information is incorrect OR if you are no longer the operator of the facility, please call us at **(503) 588-5346** or email us [EnvironmentalHealth@co.marion.or.us](mailto:EnvironmentalHealth@co.marion.or.us).

### HOW TO PAY:

<p>1. In-Person</p> 	<p>Payments can be made Monday through Friday, from 8:30AM to 4:30PM in our main office. We accept cash, debit/credit cards, checks and money orders.</p> <p><b>WARNING:</b> A service fee of 2.65% is added to debit/credit payments. The service fee is identified in your statement as a separate transaction for a third-party credit card company called "Elavon".</p>
<p>2. Mail</p>	<p>A check or money order may be mailed to the address below:</p> <p style="text-align: center;"><b>Marion County Environmental Health</b> <b>3180 Center ST NE Suite #1101</b> <b>Salem, OR 97301</b></p> 
<p style="text-align: center;">Currently we are unable to accept online payments or over the phone payments.</p>  	

### LATE PAYMENTS:

**All licenses not paid by December 31, 2022 will incur a \$100 fee for each month the license is not paid.** Facilities that operate later in the season may avoid late fees if the license is paid prior to opening in 2023.

<p>In-Person</p> 	<p>The last day to pay your invoice <u>in-person</u> will be Friday, <b>12/30/22</b> (December 31 falls on a Saturday this year).</p>
<p>Mail</p> 	<p>If renewing your license by mail, the envelope must have a postmark date of <b>12/31/22</b> or earlier to avoid the late fee.</p>



# CHANGES IN 2023



## FEE INCREASES:

Although our normal license fee increases were paused in 2020 due to the COVID-19 pandemic, we must resume this practice to cover operation cost.

## MOBILE UNIT SPECIFIC INCREASES

In previous years, license fees were increased by small amounts (approximately 3.75% to 5%). However, starting in the 2023 licensing period fees will be adjusted based on the mobile unit's Class:

CLASS 1	\$249
CLASS 2	\$275
CLASS 3	\$325
CLASS 4	\$450



## CORRECT BILLING TYPE?

Please review your mobile unit license class before submitting payment:



**NOTE:** Only mobile units that prepare/assemble raw or partially cooked meats, eggs, poultry, or seafood should be classified as CLASS 4.

## NO OFF-UNIT STORAGE

Mobile units will no longer be allowed to store equipment off their unit. This includes, but is not limited to the following items:

- FRESHWATER TANKS
- POWER GENERATORS
- ELECTRIC HOT HOLDING UNITS
- WASTEWATER TANKS
- PROPANE TANKS
- REFRIGERATORS

